

ELSTREE AND BOREHAMWOOD TOWN COUNCIL

ENVIRONMENT AND PLANNING COMMITTEE

MINUTES of a meeting held in the Meeting Room of Elstree & Borehamwood Town Council Offices, Fairway Hall, Brook Close, Borehamwood on **Tuesday 13 February 2018** at 7.00pm.

Present: Cllr G Franklin (Chairman) (in the Chair)
Cllr C Butchins
Cllr Mrs S Parnell
Cllr E Silver
Cllr Mrs P Strack

In attendance: H R O Jones – Town Clerk

51. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

There were none.

52. DECLARATIONS OF COUNCILLORS' INTERESTS

There were none.

53. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of the Environment and Planning Committee held on 16 January 2018 were signed as a true record by the Chairman.

54. PLANNING APPLICATIONS

A total of 33 applications received from the Borough Council were examined, on 24 of which the Committee had no specific objections to make, subject to the views of neighbours.

18/0027/PD56 - National Westminster House, 225 Shenley Road, Borehamwood

Change of use from office (B1) to residential (C3) to provide 93 units

Observation: At its meeting on 13 February 2018 the Environment and Planning Committee considered the application to be gross overdevelopment and raised further concerns over parking and the need for family sized dwellings (3 to 4 bedroom) in the Community in line with Hertsmere Borough Council's Core Strategy 2.47-2.50;9.9. The Committee could also not support the size of units (e.g. bedroom sizes) which appeared to be too small for reasonable habitation.

[Post Meeting Note: At the time of the meeting, no facility was available to submit online Consultee comments].

18/0091/FUL - BBC Elstree Centre, Clarendon Road, Borehamwood

Erection of new scenery trolley canopy (revised application to 17/1475/FUL)

Observation: At its meeting on 13 February 2018 the Environment and Planning Committee supported applications which promoted the local film and TV industry.

[Post Meeting Note: At the time of the meeting, no facility was available to submit online Consultee comments].

18/0102/HSE - 9 Todd Close, Borehamwood WD6 1FT

Conversion of garage to habitable room with new window and brick infill

Observation: At its meeting on 13 February 2018 the Environment and Planning Committee raised concerns over the loss of parking as a result of garage conversion.

[Post Meeting Note: Comments were submitted online through the Consultee comments facility].

17/2495/FUL - Car Park rear of 91-125 Shenley Road, Borehamwood

Redevelopment and reconfiguration of car park comprising erection of 2/3 storey building (adjoining flank wall of 91-125 Shenley Road on NE elevation) creating 4 flats (1x1 bed & 3x2 bed) to include parking/storage/refuse/recycling & cycle storage on the ground floor and outdoor amenity space on second floor. Installation of new entrance to existing second floor flats and sectional metal gate to Clarendon House car park, accessed via Clarendon Road

Observation: At its meeting on 13 February 2018 the Environment and Planning Committee raised concerns that the proposal was not compliant with Hertsmere Borough Council's Local Plan in terms of parking provision.

[Post Meeting Note: Comments were submitted online through the Consultee comments facility].

17/2099/FUL - 101 Deacons Hill Road, Elstree WD6 3JF

Conversion of existing house to create 3 x 3 bed and 2 x 2 bed flats with part single part two storey rear extension, conversion of loft to habitable rooms including side and rear dormers and three front roof lights (amended received 26.1.18 re parking)

Observation: At its meeting on 13 February 2018 the Environment and Planning Committee raised concerns that the application was out of keeping with the surrounding area.

[Post Meeting Note: Comments were submitted online through the Consultee comments facility].

18/0145/FUL - 134 Aycliffe Road, Borehamwood WD6 4DY

Subdivision of existing unit Class A3 to create additional unit to be used as Class A5

Observation: At its meeting on 13 February 2018 the Environment and Planning Committee raised concerns that there was sufficient existing provision of fast food outlets in the local area.

[Post Meeting Note: Comments were submitted online through the Consultee comments facility].

18/0181/HSE - 75 the Campions, Borehamwood WD6 5QG

Amendment of roof to single storey element of two storey side extension (retrospective ref 17/1250/HSE)

Observation: At its meeting on 13 February 2018 the Environment and Planning Committee raised concerns that retrospective applications were outside the 'spirit' of planning legislation.

[Post Meeting Note: Comments were submitted online through the Consultee comments facility].

18/0217/FUL - 1 Beech Drive, Borehamwood WD6 4QU

Erection of two storey rear extension with first floor balcony to facilitate the conversion of single dwelling house to 2 x 2 bed and 2 x 3 bed flats. Installation of 2 additional roof lights to side roof slope; repositioning of main front entrance; removal of existing detached garage and shed; remodelling of existing driveway, installation of entrance/exit gate and increase in car parking spaces from 3 to 8

Observation: At its meeting on 13 February 2018 the Environment and Planning Committee raised concerns that the application was overdevelopment and out of keeping with the surrounding area.

[Post Meeting Note: Comments were submitted online through the Consultee comments facility].

18/0239/HSE - 33 Stainer Road, Borehamwood WD6 4TS

Conversion of garage to habitable room and alterations to fenestration (part retrospective application)

Observation: At its meeting on 13 February 2018 the Environment and Planning Committee raised concerns over the loss of parking as a result of garage conversion.

[Post Meeting Note: Comments were submitted online through the Consultee comments facility].

55. PLANNING DECISIONS

Details were received of decisions by the Borough Council relating to applications on which the Committee had submitted comments.

56. CIL RECEIPTS AND BIDS

It was understood that as yet, no CIL monies had been deployed by Hertsmere Borough Council. As yet no clarification, previously sought, had been received from Hertsmere Borough Council Planning Department concerning CIL related matters.

Members received a report on a proposal to use CIL top sliced monies on a project to install a permanent band stand at Meadow Park (similar in design to the Aldershot model). It was noted that prior to recommending to Full Council, the Environment and Planning Committee would seek clarification from Hertsmere Borough Council on costs, timescale and ongoing responsibilities. Clarification would also be sought on the eligibility of the scheme for top sliced expenditure based on the Hertsmere Borough Council guidance issued in 2015.

57. ALLOTMENTS

It was noted that an application had been submitted to Hertsmere Borough Council for s.106 monies (£20,148.80 via the varied s.106 agreement for application ref. 17/2028/VOC) to assist the Town Council in building the locker shed(s) at Stapleton Gardens and to complete the perimeter fencing and beekeeping area.

58. STREET FURNITURE, CHURCH CLOCKS AND NOTICE BOARDS

It was noted that the new Town Council notice board at the Brook Road side of the Council's carpark would be installed before the end of March 2018. At the time of the meeting, no further information was available about the possibility of a notice board at or near All Saints Church.

It was AGREED that:

- (i) Smiths of Derby be asked to provide a detailed review of the annual maintenance requirements for the Church Clock at All Saints and to indicate whether the quotations submitted in November 2017 could be reduced by combining works; and**
- (ii) representatives of All Saints Church be notified of (i) above and advised to make a, no guarantee, community grant application should the works be deemed necessary in the 2018/19 Council Year.**

59. ABERFORD PARK COMMUNITY CENTRE

It was noted that the Town Clerk and Entertainments Officer had carried out a site visit together with Hertsmere Borough Council Officers to Aberford Community Centre on 5 February 2018. It was further noted that another meeting would take place to consider any possible future involvement by the Town Council in connection with the site. Those present were reminded of the Town Council's recent contribution of £60,000 (top sliced CIL monies) towards the cost of an artificial surface bowling green adjacent to the Community Centre.

60. CLOSE OF MEETING

The Meeting closed at 8.30 pm.

It was noted that the next Environment and Planning Committee was scheduled to take place on 24 April 2018 at 7.00 pm in the Meeting Room, Town Council Offices.

Date:.....

CHAIRMAN.....